

## MINUTES

### REDEVELOPMENT AUTHORITY OF THE CITY OF FOND DU LAC REGULAR MEETING WEDNESDAY, JULY 16, 2014

City/County Government Center, Meeting Room D & E  
7:30 a.m.

1. Pierce called the meeting to order at 7:36 a.m. The meeting was held in Room D & E of the City/County Government Center, 160 S. Macy Street, Fond du Lac, Wisconsin.

2. Wegner called the roll

Present

Absent

Richard Ewald

Mary Gilles

Karyn Merkel

Excused

Anne Pierce

Doug Teletzke

Excused

Sarah Van Buren

Wegner declared a quorum present

Staff in attendance:

Dyann Benson, Redevelopment Planner

Debbie Wegner, Community Development Specialist

Others Present:

None

3. Approval of Minutes

- A. Open and Closed Session Minutes from the Regular Meeting of June 18, 2014

Ewald made a motion to approve the minutes of the regular meeting of June 18, 2014; seconded by Gilles. Motion carried.

4. New Business

A. Approval of Financial Statement

1. Redevelopment Authority Monthly Financial Statement – June 2014
2. Redevelopment Authority Quarterly Financial Statements – June 2014
3. Fond du Lac County Economic Development Corporation Quarterly Report dated June 30, 2014

Pierce made a motion to approve the Redevelopment Authority monthly and quarterly financial statements and the Fond du Lac County Economic Development Corporation quarterly report on the Economic Development Revolving Loan Fund dated June 30, 2014 as presented; seconded by Gilles. Motion carried.

B. Verbal Update on Neighborhood Stabilization Program Project - 237 E. 9<sup>th</sup> Street

Benson explained that this project was funded with Neighborhood Stabilization Program (NSP) funding. She reviewed that NSP funding is used to purchase vacant, abandoned or tax foreclosed properties. Benson indicated that the Redevelopment Authority (RDA) acquired this property last year and the rehabilitation is now complete.

Benson indicated that the property will be listed with a realtor shortly. NSP guidelines require that the property must be sold for less than the appraised value and be sold to a homeowner that falls at or below 50% of the County Median Income. She also stated that the RDA will be providing down payment assistance to help facilitate this homeownership opportunity.

C. Update on Community Development Block Grant (CDBG) Program Target Area Map

Benson reviewed that the Community Development Block Grant (CDBG) Program was established to fund community development activities and programs that either assist low-and-moderate income individuals or reinvest in low-and moderate income neighborhoods. She reviewed that one of the ways staff determines if the individual or neighborhood complies with CDBG requirements is to use the target area map that is developed using Census data.

Benson stated that the target area map that has been used for the last several years was based on the 2000 Census. The 2010 US Census did not include the collection of income data. Income data is now collected as part of the annual American Community Survey. The U.S. Department of Housing and Urban Development (HUD) had to request a specific data analysis from the Census Bureau for communities that receive CDBG funds. She indicated that this data was released the end of June and resulted in the revised target area maps.

D. Adjourn into Closed Session

Ewald made a motion to adjourn into closed session. Van Buren seconded the motion and the roll call vote was as follows: Ewald, aye; Gilles, aye; Pierce, aye; Van Buren, aye. Motion carried.

E. Reconvene into Open Session

Ewald made a motion to reconvene into open session. Gilles seconded the motion and the roll call vote was as follows: Ewald, aye; Gilles, aye; Pierce, aye; Van Buren, aye. Motion carried.

F. Resolution No. 14-18 – A Resolution Approving Residential Rehabilitation Loans Under the Community Development Block Grant Program and/or HOME Programs

Gilles made a motion to approve Resolution No. 14-18; seconded by Ewald. Motion carried.

G. Action on Review of Request for Subordination - Loan No. 11.16

Gilles made a motion to approve the subordination request on Loan No. 11.16; seconded by Van Buren. Motion carried.

H. Action on Review of Loan No. 05.33 Which No Longer Meet Program Guidelines

Gilles made a motion to approve changing the loan status of Loan No. 05.33 from an owner occupied rental loan to non-owner occupied rental loan; seconded by Pierce. Motion carried

I. Action on Review of Potential Loan Application Which Does Not Meet Housing Rehabilitation Loan Program Guidelines

It was the consensus of the RDA that the negative items pertaining to this application did not warrant additional loan funding to enable the applicant to obtain homeowner's insurance. The RDA acknowledged the implications of this decision on the outstanding mortgage.

Gilles made a motion to deny the continued processing of a potential loan application which does not meet housing rehabilitation loan Program Guidelines; seconded by Ewald. Motion carried

5. Correspondence

6. Other Matters as are Authorized by Law

7. Motion to Adjourn

The Authority adjourned by unanimous consent at 8:40 a.m.

Respectfully submitted,

Debbie Wegner  
Community Development Specialist

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REGULAR MEETING  
REDEVELOPMENT AUTHORITY OF THE  
CITY OF FOND DU LAC**

**WEDNESDAY, JULY 16, 2014  
CLOSED SESSION**

Present

Absent

Richard Ewald  
Mary Gilles  
Karyn Merkel  
Ann Pierce  
Doug Teletzke  
Sarah Van Buren

Excused  
  
Excused

Wegner declared a quorum present.

Staff in attendance:

Dyann Benson, Redevelopment Planner  
Debbie Wegner, Community Development Specialist

Two loans being considered for approval under the CDBG and/or HOME Program were reviewed. Also discussed was a request for a loan subordination, an existing loan which no longer meets housing rehabilitation loan Program guidelines and a potential loan application which does not meet housing rehabilitation loan Program guidelines,.

Respectfully submitted,

Debbie Wegner  
Community Development